

**CONFIDENTIAL**

(CLASSIFICATION)

63-6205

# ACTION MEMORANDUM

OFFICE OF THE DIRECTOR

*E R Keating*

Action Memorandum No. A-283

Date 6 August 1963

TO : Director of Personnel  
VIA : Deputy Director/Support  
SUBJECT : Attendance at the Senior Service Schools  
REFERENCE: and the Foreign Service Institute

This is to advise that the DCI has indicated that he wants the Agency to make a particular effort to insure that our attendees at the Senior Service Schools and the Foreign Service Institute courses are the best representatives that the Agency can provide. I am passing this word on to you and to all of the components at this time inasmuch as the nominations for these schools are now being solicited.

(Signed) Lyman B. Kirkpatrick

Lyman B. Kirkpatrick  
Executive Director

cc: DD/I General Counsel  
DD/P Comptroller  
DD/S Inspector General  
DD/S&T

SUSPENSE DATE:  
LBK:drm

Distribution: All addressees noted above; (1) DCI; 1-DDCI; 1-ER; 1-ExDir

*ENC 1 2 RE 11.83*

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see [REDACTED]

6 August 63

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